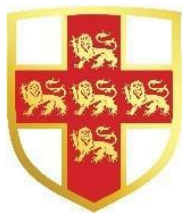


Assistant Headteacher

Millthorpe School

Information for Applicants



ASSISTANT HEADTEACHER

Full Time, Permanent

Leadership Spine L13 – L17 (£59,557 to £65,699 per annum)

Closing date: Midnight on Sunday 5 February 2023

Interview date: w/c 6 February 2023

Start date: Easter 2023

Millthorpe School has an exciting opportunity for an inspirational Assistant Headteacher to join our supportive and dedicated team. You will play an integral part in our journey from Good to Outstanding. As Assistant Headteacher at Millthorpe, you will predominantly be focussed on Behaviour and Personal Development, working alongside the Deputy Headteacher responsible for behaviour, attitudes and wellbeing. However, your skill set and personal attributes are more important than the specific job role, therefore applications are welcomed from candidates with a wide range of experience and expertise, whether you are an experienced Assistant Headteacher, or a current middle leader looking for the next step in your career.

You will be a compassionate, enthusiastic and ambitious leader with a successful track record at secondary level. A visible role model, you will inspire high standards of behaviour in others and be able to develop our students and staff to reach their full potential, regardless of background or circumstance.

Millthorpe is a popular and successful school, rooted in its community and close to the heart of the historic city of York. You will be joining a warm, inclusive and motivated team of over 100 colleagues, led by a dedicated Headteacher and SLT. You will also benefit from the school being part of the South Bank Multi Academy Trust, with access to support from a highly experienced team of School Improvement colleagues.

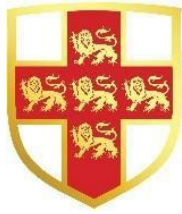
The Application Process

Visits to the school are welcomed and encouraged. Please contact Claire Hardware, Headteacher's PA, on c.hardware@millthorpe.southbank.academy to arrange a visit or an informal conversation with Gemma Greenhalgh, Headteacher, to discuss the role in more detail. Further details about the school, its ethos and culture and the role are available on the school website: www.millthorpeschool.co.uk

The deadline for applications is midnight on Sunday 5 February 2023, with the assessment and the selection process expected to take place week commencing 6 February 2023.

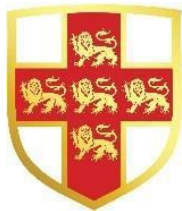
The application pack (containing further details about the role) and application form are available to download from the Trust website: <https://southbanktrust.co.uk/careers/>

To apply for this vacancy, please submit completed forms electronically to recruitment@southbanktrust.co.uk, for the attention of Gemma Greenhalgh.



South Bank Multi Academy Trust is committed to safeguarding and promoting the welfare of children. All appointments are made in accordance with safer recruitment practices and the statutory guidance in Keeping Children Safe in Education. Online checks will be carried out on all shortlisted candidates, and all appointments are subject to an enhanced DBS check, satisfactory references and checks regarding suitability to work with children.

South Bank Multi Academy Trust reserves the right to close advertisements early. Advertisements will therefore close at midnight either on the advertised closing date, or at the point the decision has been taken to close the advertisement early.



Welcome from the Headteacher

Thank you for your interest in the Assistant Headteacher post at Millthorpe. We realise making an application for a post is very time consuming and, if indeed you do formally apply, we thank you most sincerely.

Millthorpe School is a consistently oversubscribed 11-16 comprehensive school with over 1080 students on roll. We are fortunate to be located close to the city walls in beautiful historic York and our community largely consists of students from our local catchment area.

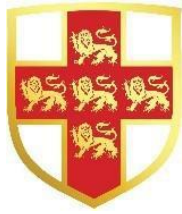
The successful applicant would be joining a supportive staff team of over 100 colleagues, who work collaboratively to ensure that every student at the school has the opportunity to fulfil their potential. As part of an ambitious and dedicated SLT, you will be committed to ensuring that the school continues to make significant improvements each year.

Additionally, as part of the South Bank Multi Academy Trust, Millthorpe School also has support from a central team of School Improvement colleagues, who will work closely with the successful applicant as well as with the wider SLT team.

This application pack provides applicants with details regarding the requirements for the role, however we also welcome visits and informal conversations. Should you have any questions, please contact my PA, Claire Hardware, on c.hardware@millthorpe.southbank.academy to arrange a conversation or a visit.

We very much look forward to receiving your application.

Gemma Greenhalgh
Headteacher



Welcome from our CEO

Thank you for your interest in South Bank Multi Academy Trust.

It is my absolute privilege to be the Chief Executive Officer of South Bank Multi Academy Trust and I am really excited that you are interested in joining our Trust.

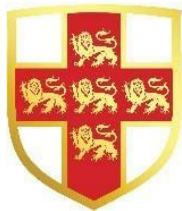
I became a teacher because I wanted to give every child the opportunity to change the world. I became CEO for the same reason. Therefore, we are looking for a Deputy Headteacher who is absolutely committed to **ensuring that all children experience educational excellence every day** so that they can change the world.

As a Trust, we are committed to:

- the pursuit of excellence and the highest expectations for our children;
- academic outcomes and personal development for each child in line with our vision and values;
- continuous improvement for our schools through the **SOUTH BANK School Improvement Model**.

If you share our beliefs and priorities and are excited by this role and want to make a real difference to children, we would very much welcome an application from you.

Mark Hassack
Chief Executive



Assistant Headteacher

JOB DESCRIPTION

Primary Purpose of Role:

- The leadership of aspects of behaviour and personal development alongside other senior leaders and the Headteacher

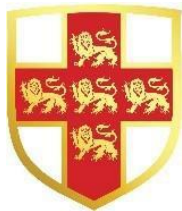
Key Responsibilities:

Leadership and management

- Work closely with the Headteacher and other members of SLT to evaluate the school's performance, and create an ambitious plan for rapid and sustained school improvement
- Alongside the relevant Deputy Headteacher, be responsible for developing and delivering significant areas of the school improvement plan
- Provide strategic support to the Headteacher and provide critical challenge and an independent perspective on a broad range of issues
- Have a high profile presence with all stakeholders
- Be a visible role model, engendering high standards of behaviour in others
- Inspiring other teachers by modelling excellent teaching and leading high quality, research based CPD

Accountability and Performance

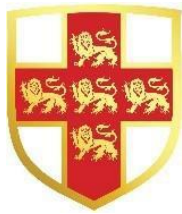
- Supporting the Headteacher and wider SLT in meeting its responsibilities to account for the performance of the school
- Supporting the school systems of performance management to help staff move forward in their practice and improve the quality of their work in school
- Analysing and evaluating relevant data and creating systems and processes to monitor trends and patterns
- Using relevant contextual data to inform aspects of personal development
- Supporting and ensuring colleagues have the highest expectations of our students
- Assisting in the reporting of the performance of the school to parents and carers, governors and other stakeholders
- Supporting and developing teachers at every stage of their career from ECTs to Aspiring Leaders of Subject/Faculty and Teaching and Learning



Promoting a shared vision and values

Work with the Headteacher to:

- Promote a culture of high aspirations from staff and students
- Promote a culture of high challenge and high support
- Develop the wellbeing of our students and staff
- Uphold the rights of all to dignity, respect and kindness in school
- Engender a culture of continuous improvement for all our staff, especially in relation to classroom teaching and how that impacts on behaviour and personal development
- Strengthen positive links with all our parents, particularly those who engage less easily, for the benefit of our students
- Recognise the diversity of our community and promote equality for all
- Undertake day-to-day management, organisation and administration tasks



PERSON SPECIFICATION:

Qualifications

- Qualified Teacher Status
- Honours degree or equivalent
- Further professional qualification, e.g. NPQML/NPQSL (*desirable, not essential*)

Experience

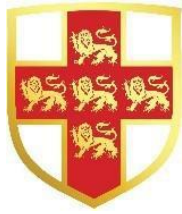
- Teaching experience across the 11-16 age range, being an excellent classroom practitioner with evidence of excellent outcomes for pupils
- Experience of leadership at Assistant Headteacher or middle leader level in a secondary school
- Evidence of developing and executing plans which result in significant and sustained impact at whole school level
- Experience and understanding of how to manage change effectively
- Line management experience, including effective delegation and coaching/developing others, and building and leading effective teams
- Experience of using a broad range of data and information, both internal and external, to inform development planning
- Experience of contribution to the implementation and delivery of a school's vision and values
- Experience of engaging parents and other stakeholders

Skills/Knowledge/Abilities

- Ability to demonstrate a contribution to whole school improvement planning and a clear understanding of the importance of self-evaluation.
- Understanding and implementation of effective quality assurance systems that lead to improvements
- Ability to demonstrate exceptionally high expectations for all students, both personal and academic
- A highly engaging and skilful communicator/presenter that can adapt effectively to a wide range of different audiences, and is effective at communicating difficult and challenging messages
- Demonstrate emotional intelligence and empathy
- Evidence of taking initiative, being creative and solving problems

Personal Attributes

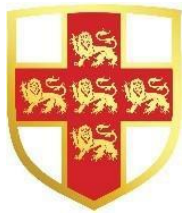
- A leader that challenges, motivates and empowers others
- Strong personal and professional integrity and an excellent role model, with the ability to actively promote the school's values and ethos
- Excellent personal organisation and a track record of timely delivery of tasks and projects



- Reflective practitioner with the capacity to challenge and address areas for personal development

Safeguarding

- Demonstrate a commitment to safeguarding children and ensuring the welfare of children
- Be able to remain calm, empathetic and treat all students with dignity and respect, even when faced with challenging behaviour



Millthorpe Mission Statement

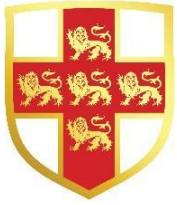
To be the best that we can be.

Respectful. Responsible. Ready.

Respectful – we are a distinctively warm and inclusive community that is built on relationships of mutual respect and kindness. We recognise and embrace individuality and diversity. We insist on treating each other with dignity and respect and we work hard to ensure that everyone has the right to learn and to feel safe at all times. We understand the importance of happiness in our community and that everyone needs to feel cared for in order **to be the best that we can be.**

Responsible – the school is responsible for knowing all of our students and designing a broad and balanced curriculum, taught by specialists, that reflects the different needs of our learners. We work together to support our own success and that of others to achieve our aspirational goals. We promote gold standard learning, having high expectations for all by encouraging them to think and work hard. We know that being responsive to support and feedback enables us to become successful. We understand how important it is to be healthy physically and mentally. We strive to be resilient in the face of adversity and challenge and know that we have to be responsible **to be the best that we can be.**

Ready – we work together with staff, students and parents to ensure that we are always creative thinkers ready and able to learn. Students are ready for life beyond school through an extensive personal development programme and enrichment opportunities. We ensure that we are well organised, prepared and we are motivated to become successful. We recognise that this will involve perseverance and we understand that failure is part of our journey to success. We understand that we need to be engaged, motivated and aspirational **to be the best that we can be.**



Millthorpe Vision Statement for 2026

Our school will ensure:

- All our students achieve excellent results in all subjects, that are consistently above similar schools nationally, and this enables them to succeed and to move onto the most appropriate next stage of their education; we balance the need for breadth, choice and some students have tailored curriculums to meet their specific needs.
- Students receive consistently high quality learning experiences across the whole school; these have been planned carefully to take account of all students' different academic, cultural and social experiences culminating in all students being actively engaged in the learning.
- Relationships across the school are excellent; all members of our community treat each other with dignity and respect and this is evident through very low numbers of low level disruption in lessons and very low numbers of exclusions. Behaviour, attendance and punctuality is excellent across all student groups.
- Students understand about, and can articulate, the importance of emotional and physical wellbeing and are equipped with a variety of strategies to deal with uncertainty, adversity and personal circumstances; they are confident to seek support from school and parents/carers if they need it.
- Students are equipped for the challenges of a radically changing world and workforce: they understand the value of failure in the journey to success; they are critical thinkers who are prepared to take risks in their learning and they are creative, flexible and persevere in the face of challenge.
- Students have the opportunity to develop leadership skills and to be a powerful student body whose voice is represented through a highly effective student leadership team and school council; they aspire to be successful and are proud of their achievements and they are recognised publicly for their contributions.
- That the school remains at the heart of the community and continues to grow to meet the needs of the community: parents agree that they continue to recommend Millthorpe to other parents and they feel well informed and listened to; the school has excellent relationships with alumni and the wider community and the school provides facilities that are enhancing the community as a whole.